



**AIRPORT ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, APRIL 10, 2018**

The Airport Advisory Commission convened in a regular meeting on Tuesday, April 10, 2018, in Room 174-A of the Department of Aviation Planning & Engineering Building, 2716 Spirit of Texas Drive, in Austin, Texas.

**CALL TO ORDER**

Chair Saulmon called the Commission Meeting to order at 5:02 p.m.

**Commission Members in Attendance:**

Ernest Saulmon, Chair  
Vicky Sepulveda  
Billy Owens  
Frank Maldonado

Mike Rodriguez  
Michael Watry  
Thomas Thies  
Bradley Tegeler

**Commission Members Absent:**

Nadia Barrera-Ramirez, Vice-Chair  
John Walewski

Jeremy Hendricks

**Aviation Staff in Attendance:**

Dave Arthur  
Lyn Estabrook  
Robert Mercado  
Jim Halbrook  
Mariola Sullivan  
Ellen Brunjes-Brandt  
Mark Reinhardt

Shane Harbinson  
Francisco Garza  
Carlton Thomas  
Jennifer Williams  
Kane Carpenter  
Becky Nagel

**Others Present:**

Josh Crawford – Garver  
Burton Jones – City of Austin  
Grayson Cox – KSA

John Fuller – Woolpert  
Aiden Cohen – City of Austin  
Clayton Singleton – RS&H

**1. CITIZENS COMMUNICATIONS:**

None.

## 2. APPROVAL OF MINUTES

The minutes from the meeting of March 20, 2018 were approved on Commission Member Rodriguez' motion, Commission Member Maldonado's second on a 6-0-1-4 vote. Commission Member Sepulveda abstained. Commission Members Walewski, Tegeler, Hendricks, and Barrera-Ramirez absent.

## 3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Finance & Operations Reports for Fiscal Year 2018 to date.  
**The presentation was made by David Arthur, Assistant Director, Department of Aviation.**
- b) Planning & Engineering Capital Improvement Project Monthly Status Reports.  
**The presentation was made by Lyn Estabrook, Project Manager Supervisor, Department of Aviation.**
- c) Airport Tenant Updates.  
**The presentation was made by Francisco "Kiko" Garza, Division Manager, Properties, Advertising, & Bus. Dev., Department of Aviation.**
- d) Ground Transportation Staging Area (GTSA) Monthly Update.  
**The presentation was made by Carlton Thomas, Airport Landside Operations Manager, Department of Aviation.**

## 4) FOR RECOMMENDATION

- a) Conduct Officer Elections
  - 1. Chair
  - 2. Vice-Chair
  - 3. Secretary

**Commission Member Maldonado made a motion to keep the same officers for another term. Discussion was held and Commission Maldonado tabled his motion. A new motion to table the election of officers until next month was made by Commission Member Tegeler's motion, Commission Member Thies's second on an 8-0-0-3 vote. Commission Members Walewski, Hendricks and Barrera-Ramirez absent.**

- b) Authorize negotiation and execution of an amendment to the professional services agreement with Kleinfelder, Inc., for design services and construction phase services for the Austin-Bergstrom International Airport Terminal Area Spalling Improvements – Part 2 (Upper Level Embankment) in the amount of \$111, 080.10, for a total contract amount not to exceed \$901,362.39. [Note: This amendment will be awarded in compliance with City Code 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program). Current participation to date is 6.19% MBE and 1.35% WBE.] **This item was approved on Commission Member Rodriguez's motion, Commission Member Maldonado's second on**

**an 8-0-0-3 vote. Commission Members Walewski, Hendricks and Barrera-Ramirez absent.**

c) Authorize award and execution of a construction contract with Central Road and Utility, Ltd. dba CRU, Ltd., for the Tracon Building Stormwater Improvements project in the amount of \$1,880,220.25 plus a \$188,019.75 contingency, for a total contract amount not to exceed \$2,068,240. (District #2) [Note: This contract will be awarded in compliance with City Code Chapter 2-9A (Minority Owned and Women Owned Business Enterprise Procurement Program) by meeting the goals with 50.51% MBE and 2.77% WBE participation.] **This item was approved on Commission Member Rodriguez's motion, Commission Member Watry's second on an 8-0-0-3 vote. Commission Members Walewski, Hendricks and Barrera-Ramirez absent.**

d) Authorize negotiation and execution of a professional services agreement with Page Southerland Page (staff recommendation) or one of the other qualified responders for Request for Qualifications Solicitation No. CLMP237 to provide architectural services for New Information Technology Building in amount not to exceed \$2,500,000. This contract will be awarded in compliance with City Code Chapter 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program) by meeting the goals with 8.05% DBE participation. **This item was approved on Commission Member Maldonado's motion, Commission Member Rodriguez's second on a 7-1-0-3 vote. Commission Members Walewski, Hendricks and Barrera-Ramirez absent. Commissioner Tegeler voting against.**

e) Authorize negotiation and execution of a professional services agreement with the following three staff recommended firms (or other qualified responders) for Request for Qualifications Solicitation No. CLMP241: CP&Y, Inc., MWM DesignGroup, and McGray and McGray Land Surveyors, Inc., for surveying services for the 2018 ABIA Surveying Services Rotation List for an estimated period of two years or until financial authorization is expended, with the total amount not to exceed \$1,500,000 divided among the three firms. [Note: This contract will be awarded in compliance with City Code Chapter 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program) by meeting the goals of 13.40% DBE participation.] **This item was approved on Commission Member Rodriguez's motion, Commission Member Maldonado's second on a 6-1-1-3 vote. Commission Members Walewski, Hendricks and Barrera-Ramirez absent. Commissioner Tegeler voting against. Commissioner Watry recused himself from this vote.**

## **5. NEW BUSINESS**

Reminder of the Special Meeting of the Airport Advisory Commission  
Tuesday, April 17, 2018 at 5:00 p.m.  
2716 Spirit of Texas Drive, Rm. 174-A  
Austin, TX 78719

## **6. OLD BUSINESS**

- a) Status of action items upon which the Commission has made a recommendation to Council.

Authorize award and execution of a multi-term contract with **CLO2 Services, LLC**, to provide chlorine dioxide onsite generation services, for up to five years for a total contract amount not to exceed \$605,000. (Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established). **[Item is scheduled to go before City Council on April 12, 2018.]**

**7. CONFIRM MEETING DATE AND PLACE AGENDA ITEMS FOR NEXT COMMISSION MEETING**

Date of next meeting: May 8, 2018

**ADJOURN**

**A motion to adjourn was approved on Commission Member Tegeler's motion, Commission Member Sepulveda's second on an 8-0-0-3 vote. Commission Members Walewski, Hendricks and Barrera-Ramirez absent. Chair Saulmon adjourned the meeting at 5:52 p.m.**

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days before the meeting date. Please call Jessica Bluebird, Aviation Department, at (512) 530-6617 for additional information; TTY users route through Relay Texas at 711.

For more information on the Airport Advisory Commission, please contact Susana Carbajal at (512) 530-6364.

**The Commission may go into a closed session as permitted by the Texas Open Meetings Act, (Chapter 551 of the Texas Government Code) regarding any item on the agenda.**